



NH YOUTH RECREATION CAMP (YRC) APPLICATION AND CHECKLIST INSTRUCTIONS Water Division/Drinking Water Groundwater Bureau/ YRC



NH Administrative Rule Env-Wq 903.02 requires each applicant for a youth recreation camp (YRC) license to complete and submit a Youth Recreation Camp License Application and Youth Recreation Camp Application Checklist found at: [Forms/Applications](#). The application and checklist must be completed and returned to DES with a \$200 licensing fee at least 30 days prior to the opening of the camp. **Please make the check payable to: NH State Treasurer**

Youth camps that are not a Public Water System (PWS) or connected to a PWS must submit bacteria and nitrate results of a current water analysis with the application.

Youth Camps that have a PWS ID should sample in accordance with the bacteria and nitrate/nitrite sampling detailed on the Master Sampling Schedule (MSS). The MSS is available online at: [DES Onestop Data](#)

Per Env-Wq 903.06(a), the checklist is a list of the operating standards that apply to the YRC- please check the status of your YRC for each standard, utilizing the definitions as follows:

- "YES" means the YRC complies with the standard
- "PENDING" means the YRC does not comply with the standard as of the application date but will be brought into compliance prior to the arrival of campers
- "NO" means the YRC does not currently comply with the standard and does not have a plan to come into compliance prior to the arrival of campers

For any standard marked as "PENDING" or "NO", the applicant must provide a narrative explanation of the reason(s) for the non-compliance, and either a brief description of the plan(s) to bring the YRC into compliance or a request for a waiver of the requirement as specified in Env-Wq 908. If you can't fit your explanation in the space provided on the checklist, please attach another sheet of paper with the additional information.

A copy of **NH Administrative Rules Env-Wq 900 for Youth Recreation Camps** should be used to reference the details for each operating standard and is available online at:

<http://des.nh.gov/organization/commissioner/legal/rules/documents/env-wq900.pdf>

A copy of the rules may be requested by contacting the DES Public Information Center at (603) 271-2975 or pip@des.nh.gov

The application checklist summarizes the YRC compliance requirements. In the event of a question regarding the meaning of an element on the checklist, the adopted rule is definitive.

The 2015 YRC Licenses will be issued electronically and sent to the e-mail address noted on the application.

Mail the application, checklist and check to:

Department of Environmental Services, Drinking Water and Groundwater Bureau
Youth Recreation Camp Licensing Program

PO Box 95, Concord, NH 03302-0095

dwgbinfo@des.nh.gov or phone (603) 271-2513 www.des.nh.gov